

**Report Date:** 13 Aug 2015

**Summary Report for Individual Task  
551-88M-3335  
Supervise Driver's Training Program  
Status: Approved**

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**Distribution Restriction:** Approved for public release; distribution is unlimited.

**Destruction Notice:** None

**Foreign Disclosure: FD5** - This product/publication has been reviewed by the product developers in coordination with the Ft. Lee, Va. foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.

**Condition:** In an operational environment, as a certified driver training instructor, given a driver testing and training device, designated driver training and testing area, lesson plans and reference materials, dispatched vehicles, safety cones, and qualified driver candidates. This task should not be trained in MOPP 4.

**Standard:** In accordance with applicable references, student completes the setup of the training and testing facilities, administer all physical evaluation measures, ensure that student prerequisites are met, administer required driver training instruction, control all student vehicle operation, enforce driver safety rules and techniques, test candidates according to regulation, and assist in the licensing process of all drivers. All student performance will be documented and the appropriate actions taken. No injury to personnel or damage to vehicles or driving facilities will occur.

**Special Condition:** None

**Safety Risk:** Low

**MOPP 4:** Never

|                        |
|------------------------|
| <b>Task Statements</b> |
|------------------------|

**Cue:** You just arrived at your new unit and you are selected by your Battalion to serve as the Battalion Master Driver trainer.

## DANGER

Soldiers must be aware of the inherent dangers of working in and around tactical wheeled vehicles. Hot vehicles, Hot surfaces, sharp, moving objects such as fan blades, slippery surfaces, and excessively loud noises are all dangers. These dangers are also applicable to hazardous cargo being transported (explosive hazard) (as applicable). Each Soldier should take every precaution not to become a victim of these dangers by following regulatory guidance and risk management rules. If armed the vehicle has additional ammunition explosive and negligent discharge hazards.

## WARNING

Soldiers must adhere to all WARNINGS published in the applicable publication for the vehicle or equipment as well as instruction from local SOP and leadership.

## CAUTION

Soldiers must adhere to all CAUTIONS published in the applicable publication for the vehicle or equipment as well as instruction from local SOP and leadership.

**Remarks:** None

**Notes:** None

## Performance Steps

1. Conduct preparations for driver/operator selection, training, and testing.

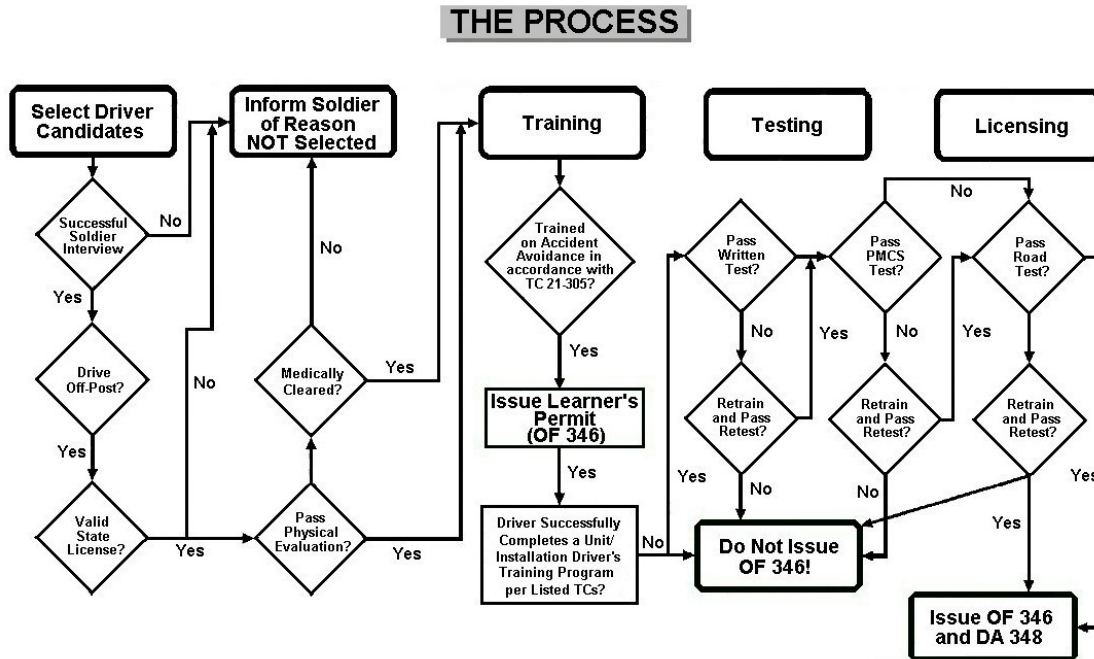


Figure 3-41.

### The Driver/Operator Training Process

- a. Ensure all driver training lesson plans are present and up to date.
- b. Ensure all reference materials are available (regulations and training circulars).
- c. Ensure all vehicles are dispatched and ready for training.
- d. Ensure driver testing and training device is available and in working condition.

(1) Perform trial test to familiarize with equipment and to ensure it is in working condition.

(2) Construct equivalent testing instruments in lieu of availability of testing and training device (must be made to accurately measure the same physical characteristics).

- e. Conduct a risk analysis of the training to be conducted.

- f. Setup the assigned driving range.

- g. Testing site should include:

- (1) Forward stop.
- (2) Straight line backing.
- (3) Right turn.
- (4) Alley dock.

- (5) Eight left and eight right turns.
- (6) Straight section of urban business street.
- (7) Two through intersections and two intersections requiring stop.
- (8) Two railway crossings.
- (9) Two curves, one left, one right.
- (10) A two-lane rural or semi-rural road.
- (11) A section of expressway.
- (12) A downgrade.
- (13) An upgrade.
- (14) A downgrade for stopping.
- (15) An upgrade for stopping.
- (16) An underpass or low clearance and one bridge.

2. Conduct physical evaluation of driver candidates (if required by regulation).

- a. Ensure all candidates have been interviewed and selected by the commander or their designated representative.
- b. Ensure all candidates possess a valid civilian driver's license (required if they are vehicle operators and will be required to drive off-post).
- c. Ensure the purpose and objective of physical evaluation (if used), is understood.
- d. Ensure students meet minimum physical evaluation performance standards (if required) for:
  - (1) Visual acuity.
  - (2) Field of vision.
  - (3) Depth perception.
  - (4) Color perception.
  - (5) Foot reaction time.
  - (6) Hearing test.
- e. Ensure results are posted to DA Form 348 (Equipment Operator's Qualification Record (Except Aircraft)).
- f. Ensure a Learner Permit OF Form 346/DA Form 5984-E (Operator's Permit Record)) is issued to each candidate after they successfully complete the Accident Avoidance portion of training (if required).

3. Conduct review of examiner, instructor, and assistant instructor qualifications, to include:

- a. Ensure they have been selected and are appointed in writing to train operators. Appointment should be on the specific type of equipment/vehicle according to the regulations.
- b. Ensure they are licensed to operate the type of equipment/vehicle being used for training.
- c. Ensure they possess the technical knowledge and experience required for the equipment/vehicle being used for training.

4. Conduct driver training instruction, to include:

- a. Unit A - Introduction (to include safety briefing), organization of the course, materials review.
- b. Unit B - Driver responsibilities and government liability.
- c. Unit C - State, local, host nation, and post traffic regulations.
- d. Unit D - Use of Army publications and blank forms, to include:

- (1) DA Form 5987-E/DD Form 1970.

- (2) DA Form 5988-E/DA Form 2404/DA Form 2408-14 (Uncorrected Fault Record).

- (3) DD Form 518.

- (4) SF Form 91.

- e. Unit E - Vehicle inspection, preventive maintenance checks and services (PMCS).
- f. Unit F - Accident avoidance.
- g. Unit G - Driver energy and environmental consideration.
- h. Unit H - Introduction to specific vehicles.
- i. Unit I - Military convoy operations, including night driving.
- j. Unit J - Off-road driving.
- k. Unit K - Vehicle self-recovery operations.
- l. Unit L - Vehicle driver performance evaluation.
- m. Unit M - Response to emergency situations, vehicle malfunctions.
- n. Unit N - Driving Range as setup by local commanders.
- o. Unit O - Written examination.
- p. Unit P - Preventive Maintenance (PMCS) test.

q. Unit Q - Road test (after completion of training).

r. Unit R - Additional course instruction should be included with respect to unit-specific vehicle characteristics and ancillary devices as part of vehicle performance (for example coupling/uncoupling semitrailer and crane/winch operation).

5. Conduct driver testing.

Note: Only driver-training candidates that have received the complete course of instruction are to be tested.

a. Enforces vehicle safety and fire prevention measures.

b. Practices and administers test to qualified driver on same type of vehicle.

c. Verifies that all examinees have completed the course of instruction as stipulated by AR 600-55 and local standing operating procedure (SOP).

d. Administers written test.

e. Administers PMCS test.

f. Administers vehicle control test.

(1) Only tests those examinees that have successfully passed the PMCS test.

(2) Records examinee performance on DA Form 6125-R (Road Test Score Sheet).

g. Administers on-the-road test.

(1) Only tests those examinees that have successfully passed the vehicle control test.

(2) Records examinee performance on DA Form 6125-R.

h. Terminates the test on any examinee(s) that failed to achieve a passing score on any test.

(1) Records results on DA Form 6125-R.

(2) Conducts after action review for the examinee.

6. Conduct equipment operator training instruction, to include:

a. Mechanical equipment required by regulation or command policy.

b. Ground support equipment required by regulation or command policy.

c. Night vision goggles (if required).

d. Special equipment required by regulation or command policy.

7. Conduct equipment operator testing.

Note: Only candidates that have received the complete course of instruction are to be tested.

a. Ensure written examinations are administered according to regulatory guidance.

- b. Enforces vehicle safety and fire prevention measures.
  - c. Verifies that all examinees have completed the course of instruction as stipulated by AR 600-55 and local authority (SOP).
  - d. Administers PMCS test.
  - e. Administers equipment-specific test.
    - (1) Only tests those examinees that have successfully passed the PMCS test.
    - (2) Records examinee performance on the equipment qualification record.
  - f. Terminates the test on any examinee(s) that failed to achieve a passing score on any test.
    - (1) Records results on equipment qualification record.
    - (2) Conducts after action review for the examinee.
8. Conduct sustainment and remedial training.
- a. Ensure sustainment training is conducted as required for active Army Soldiers.
  - b. Ensure sustainment training is conducted as required for Reserve Component Soldiers.
  - c. Ensure remedial training is conducted when required.
  - d. Ensure refresher training is conducted when required.
9. Control the issue of operator permits (OF Form 346/DA Form 5984-E).
- a. Ensure standard permits are issued according to the regulations.
  - b. Ensure special purpose permits are issued according to the regulations.
  - c. Ensure renewals are issued according to the regulations.
  - d. Ensure suspensions and revocations are controlled according to the regulations or local command policy.
  - e. Ensure replacement permits are processed and issued according to the regulations.

(Asterisks indicates a leader performance step.)

**Evaluation Guidance:** Score the soldier GO if all performance measures are passed. Score the soldier NO-GO if any performance measure is failed. If any performance measure is failed, tell the soldier what was done wrong and how to do it correctly.

**Evaluation Preparation:** SETUP: Brief the Soldier on task specifications. Provide a driver testing and training device, designated driver training and testing area, lesson plans and reference materials, dispatched vehicles, safety cones, and qualified driver candidates.

| PERFORMANCE MEASURES  | GO | NO-GO | N/A |
|---|----|-------|-----|
| 1. Conducted preparations for driver/operator selection, training, and testing.   |    |       |     |
| a. Ensured all driver training lesson plans are present and up to date.   |    |       |     |
| b. Ensured all reference materials are available (regulations and training circulars).  |    |       |     |
| c. Ensured all vehicles are dispatched and ready for training.  |    |       |     |
| d. Ensure driver testing and training device is available and in working condition.   |    |       |     |
| (1) Performed trial test to familiarize with equipment and to ensure it is in working condition.  |    |       |     |
| (2) Constructed equivalent testing instruments in lieu of availability of testing and training device (must be made to accurately measure the same physical characteristics). |    |       |     |
| e. Setup the assigned driving range.  |    |       |     |
| f. Setup road testing site, should include:   |    |       |     |
| (1) Forward stop.   |    |       |     |
| (2) Straight line backing.  |    |       |     |
| (3) Right turn.   |    |       |     |
| (4) Alley dock.   |    |       |     |
| (5) Eight left and eight right turns.   |    |       |     |
| (6) Straight section of urban business street.  |    |       |     |
| (7) Two through intersections and two intersections requiring stop.   |    |       |     |
| (8) Two railway crossings.  |    |       |     |
| (9) Two curves, one left, one right.  |    |       |     |
| (10) A two-lane rural or semi-rural road.   |    |       |     |
| (11) A section of expressway.   |    |       |     |
| (12) A downgrade.   |    |       |     |
| (13) An upgrade.  |    |       |     |
| (14) A downgrade for stopping.  |    |       |     |
| (15) An upgrade for stopping.   |    |       |     |
| (16) An underpass or low clearance and one bridge.  |    |       |     |
| 2. Conducted physical evaluation of driver candidates (if required by regulation).  |    |       |     |
| a. Stated purpose and objective of evaluation.  |    |       |     |
| b. Tested students for:   |    |       |     |
| (1) Visual acuity.  |    |       |     |
| (2) Field of vision.  |    |       |     |
| (3) Depth perception.   |    |       |     |
| (4) Color perception.   |    |       |     |
| (5) Foot reaction time.   |    |       |     |
| (6) Hearing test.   |    |       |     |
| 3. Conducted review of examiner, instructor and assistant instructor qualifications, to include:  |    |       |     |
| a. Ensured they were command selected and are appointed in writing to train operators.  |    |       |     |
| b. Ensured they were licensed to operate the type of equipment/ vehicle being used for training.  |    |       |     |
| c. Ensured they possessed the technical knowledge and experience required for the equipment/vehicle being used for training.  |    |       |     |
| 4. Conducted driver training instruction, to include:   |    |       |     |
| a. Unit A - Introduction (to include safety briefing), organization of the course, materials review.  |    |       |     |
| b. Unit B - Driver responsibilities and government liability.   |    |       |     |
| c. Unit C - State, local, host nation, and post traffic regulations.  |    |       |     |
| d. Unit D - Use of Army publications and blank forms, to include:   |    |       |     |
| (1) DA Form 5987-E/DD Form 1970.  |    |       |     |

|   |  |  |  |
|---|--|--|--|
| (2) DA Form 5988-E/DA Form 2404/DA Form 2408-14.  |  |  |  |
| (3) DD Form 518.  |  |  |  |
| (4) SF Form 91.   |  |  |  |
| e. Unit E - Vehicle inspection, preventive maintenance checks and services (PMCS).  |  |  |  |
| f. Unit F - Accident avoidance.   |  |  |  |
| g. Unit G - Driver energy and environmental consideration.  |  |  |  |
| (1) Only tested those examinees that have successfully passed the vehicle control test.                                       |  |  |  |
| (2) Recorded examinee performance on DA Form 6125-R.  |  |  |  |
| h. Unit H - Introduction to specific vehicles.  |  |  |  |
| i. Unit I - Military convoy operations, including night driving.  |  |  |  |
| j. Unit J - Off-road driving.   |  |  |  |
| k. Unit K - Vehicle self-recovery operations.   |  |  |  |
| l. Unit L - Vehicle driver performance evaluation.  |  |  |  |
| m. Unit M - Response to emergency situations, vehicle malfunctions.   |  |  |  |
| n. Unit N - Driving Range as setup by local commanders.   |  |  |  |
| o. Unit O - Written examination.  |  |  |  |
| p. Unit P - Preventive Maintenance (PMCS) test.   |  |  |  |
| q. Unit Q - Road test (after completion of training).   |  |  |  |
| 5. Conducted driver testing.  |  |  |  |
| <b>Note :</b> Only driver-training candidates that have received the complete course of instruction are to be tested.         |  |  |  |
| a. Enforced vehicle safety and fire prevention measures.  |  |  |  |
| b. Practiced and administered test to regular qualified driver on same type of vehicle.                                       |  |  |  |
| c. Verified that all examinees have completed the course of instruction as stipulated by AR 600-55 and local authority (SOP). |  |  |  |
| d. Administered written test.   |  |  |  |
| e. Administered PMCS test.  |  |  |  |
| f. Administered vehicle control test.   |  |  |  |
| (1) Only tested examinees that have successfully passed the PMCS test.  |  |  |  |
| (2) Recorded examinee performance on DA Form 6125-R.  |  |  |  |
| g. Administered on-the-road test.   |  |  |  |
| (1) Only tested those examinees that have successfully passed the vehicle control test.                                       |  |  |  |
| (2) Recorded examinee performance on DA Form 6125-R.  |  |  |  |
| h. For any examinee(s) that failed to achieve a passing score on any test, terminated the test.                               |  |  |  |
| (1) Recorded results on DA Form 6125-R.   |  |  |  |
| (2) Conducted after action review for the examinee.   |  |  |  |
| 6. Conducted equipment operator training instruction, to include:   |  |  |  |
| a. Mechanical equipment required by regulation or command policy.   |  |  |  |
| b. Ground support equipment required by regulation or command policy.   |  |  |  |
| c. Night vision goggles (if required).  |  |  |  |
| d. Special equipment required by regulation or command policy.  |  |  |  |
| 7. Conducted equipment operator testing.  |  |  |  |
| a. Ensured written examinations are administered according to regulatory guidance.  |  |  |  |
| b. Enforced vehicle safety and fire prevention measures.  |  |  |  |
| c. Verified that all examinees have completed the course of instruction as stipulated by AR 600-55 and local authority (SOP). |  |  |  |
| d. Administered PMCS test.  |  |  |  |
| e. Administered equipment-specific test.  |  |  |  |

|   |  |  |  |
|---|--|--|--|
| (1) Only tested those examinees that successfully passed the PMCS test.                                     |  |  |  |
| (2) Recorded examinee results on the equipment qualification record.  |  |  |  |
| f. For any examinee(s) that failed to achieve a passing score on any test, terminated that test.            |  |  |  |
| (1) Recorded results on equipment qualification record.   |  |  |  |
| (2) Conducts after action review for the examinee.  |  |  |  |
| 8. Conducted sustainment and remedial training.   |  |  |  |
| a. Ensured sustainment training was conducted as required for active Army Soldiers.                         |  |  |  |
| b. Ensured sustainment training was conducted as required for Reserve Component Soldiers.                   |  |  |  |
| c. Ensured remedial training was conducted when required.   |  |  |  |
| d. Ensured refresher training was conducted when required.  |  |  |  |
| 9. Controlled the issue of operator permits (OF Form 346/DA Form 5984-E).                                   |  |  |  |
| a. Ensured that standard permits were issued according to the regulations.                                  |  |  |  |
| b. Ensured special permits were issued according to the regulations.  |  |  |  |
| c. Ensured renewals were issued according to the regulations.   |  |  |  |
| d. Ensured suspensions and revocations are controlled according to the regulations or local command policy. |  |  |  |
| e. Ensured replacement permits are processed and issued according to the regulations.                       |  |  |  |

**Supporting Reference(s):**

| Step Number | Reference ID    | Reference Name   | Required | Primary |
|-------------|-----------------|--|----------|---------|
|             | AR 385-10       | The Army Safety Program<br><a href="http://www.apd.army.mil/pdf/r385_10.pdf">http://www.apd.army.mil/pdf/r385_10.pdf</a> | Yes      | No      |
|             | AR 600-55       | THE ARMY DRIVER AND OPERATOR STANDARDIZATION PROGRAM (SELECTION, TRAINING, TESTING, AND LICENSING)                       | Yes      | No      |
|             | AR 611-5        | PERSONNEL AND CLASSIFICATION TESTING   | Yes      | No      |
|             | ATP 4-11        | ARMY MOTOR TRANSPORT OPERATIONS  | No       | No      |
|             | DA FORM 2404    | EQUIPMENT INSPECTION AND MAINTENANCE WORKSHEET   | Yes      | No      |
|             | DA FORM 2408-14 | UNCORRECTED FAULT RECORD   | Yes      | No      |
|             | DA FORM 348     | Equipment Operators Qualification Record (Except Aircraft)   | Yes      | No      |
|             | DA FORM 5984-E  | OPERATORS PERMIT RECORD (EGA)  | Yes      | No      |
|             | DA FORM 5987-E  | MOTOR EQUIPMENT DISPATCH (EGA)   | Yes      | No      |
|             | DA FORM 5988-E  | Equipment Inspection Maintenance Worksheet   | Yes      | No      |
|             | DA FORM 6125-R  | ROAD TEST SCORE SHEET (LRA)  | Yes      | No      |
|             | DD FORM 1970    | MOTOR EQUIPMENT UTILIZATION RECORD (AVAILABLE ON DOD WEB SITE)   | Yes      | No      |
|             | DD FORM 518     | ACCIDENT-IDENTIFICATION CARD   | Yes      | No      |
|             | OF FORM 346     | US Government Motor Vehicle Operator's Identification Card.  | Yes      | No      |
|             | SF FORM 91      | MOTOR VEHICLE ACCIDENT REPORT  | Yes      | No      |

**Environment:** Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT. Maintain spill response and SOP. Store POL and hazardous materials properly. Plan for waste storage and disposal. Conduct periodic inspections for compliance with environmental practices.

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination. In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete a DD Form 2977 DELIBERATE RISK ASSESSMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, NBC Protection, FM 3-11.5, CBRN Decontamination.

**Prerequisite Individual Tasks :** None

**Supporting Individual Tasks :**

| Task Number  | Title   | Proponent                         | Status   |
|--------------|---|-----------------------------------|----------|
| 551-88M-1364 | Operate Vehicle with Standard, Automatic/Semiautomatic Transmission           | 551 - Transportation (Individual) | Approved |
| 551-88M-1352 | Perform Preventive Maintenance Checks   | 551 - Transportation (Individual) | Approved |
| 551-88M-1388 | Complete DD Form 518 and SF Form 91   | 551 - Transportation (Individual) | Approved |
| 551-88M-1363 | Operate Vehicle With or Without Trailer/Semitrailer Under Blackout Conditions | 551 - Transportation (Individual) | Approved |

**Supported Individual Tasks :** None

**Supported Collective Tasks :** None